

Good morning/afternoon,

My name is [Name] and I'm currently looking for an apprenticeship opportunity in [sector/area of work], and I wondered whether this is something your business might consider offering.

I'm particularly interested in developing my skills and gaining hands-on experience within the industry, while working towards an apprenticeship qualification.

I have attached my CV and please contact me if you have any possible opportunities that might be suitable for me.

I'm currently working with KEITS Training Services, an independent apprenticeship training provider, who can provide all the training and support required throughout the apprenticeship.

If you would be interested in finding out more about how an apprenticeship could work for your business, would you be happy for a member of the KEITS team to get in touch with you? They can explain how apprenticeships work, the benefits to employers and answer any questions you may have. Or alternatively, please feel free to contact KEITS on 0208 327 3800 or email info@keits.co.uk

Thank you for taking the time to read my email, and I look forward to hearing from you.

Kind regards,

[Name]

[Phone number]

[Email address]